ANNUAL REPORT OF THE STANDING COMMITTEE ON HUMAN RESOURCES

November 2004

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Printed and Published by the Queen's Printer
Halifax

ISSN: 0842-2451

This document is available on the Internet at
http://www.gov.ns.ca/legislature/committees/index.html

House of Assembly
Nova Scotia

Hon. Murray Scott
Speaker
House of Assembly
Province House
Halifax, Nova Scotia

Dear Mr. Scott:

On behalf of the Standing Committee on Human Resources, I am pleased to submit the Annual Report of the Committee for the First Session of the Fifty-Ninth General Assembly.

Respectfully submitted

Mr. Ron Chisholm, MLA
(Guysborough - Sheet Harbour)
Chairman
Standing Committee on Human Resources

Halifax, Nova Scotia
November 2004

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FOREWORD

The report of the Standing Committee on Human Resources is written in accordance with the rules and procedures of the House of Assembly. First, outlining the role of the committee in regard to approving or not approving applications to provincial Agencies, Boards and Commissions. Second providing a brief summary of witness / topics that came before the committee as assigned to within the committee's mandate.

MANDATE

Functions of Standing Committees

60 (2) For greater certainly, The Human Resources Committee is established for the purpose of

(i) considering matters normally assigned to or within the purview of the Departments and Ministers of Education and Culture and of Labour,

(ii) Reviewing and approving or not approving candidates for appointment to agencies, boards or commissions where the Governor in Council has, pursuant to an enactment, the sole discretion to make the appointment or where the Governor in Council makes the appointment by choosing from a list of nominees provided to the Governor in Council pursuant to an enactment,

(iii) reviewing and approving or not approving ministerial appointees to agencies, boards or commissions where, pursuant to an enactment, Governor in Council approval is not required, and

(iv) for purposes of greater clarity and certainty, the Committee shall be guided by the terms of reference set out herein and which form part of this rule;

TERMS OF REFERENCE IN REVIEWING AGENCY, BOARD AND COMMISSION APPOINTMENTS:

1. Where Governor in Council approval is required for an appointment to an Agency, Board or Commission, after consideration by Executive Council of a person recommended for appointment to an Agency, Board or Commission, the Clerk of the Executive Council shall submit the name of the person to the Human Resources Committee, on form "A".

2. Prior to making a Ministerial appointment to an Agency, Board or Commission for which Governor in Council approval is not required, a Minister shall submit the name of the proposed appointee to the Executive Council for consideration. Where the Executive Council recommends the name, the Clerk of the Executive Council shall submit the name to the person to the Human Resources Committee.

3. Committee members shall review the name submitted for approval having regard to qualifications of the individual, affirmative action concerns and, where relevant, the regional representatives of the Agency, Board or Commission.

4. The purpose of the Committee review is not to replace the function of Government Departments and Ministers in making appointments. Its function is to approve or not approve the name before it, not to consider or recommend alternative names for appointments.

5. The following appointments shall not be submitted to the Human Resources Committee for review:

(a) appointments of provincial public or civil servants by virtue of their employment(i.e.The Deputy Minister of Finance is an unpaid member of the Lotteries Commission);

(b) candidates selected by an open competition and selection process or peer review (i.e. Provincial Judges selected by the Judicial Appointments Committee or employees of Agencies, Boards or Commissions);

(c) candidates recommended for appointment to self-regulatory bodies who are elected or recommended by the body (i.e. Nova Scotia Medical Society);

(d) candidates recommended for appointment to Hospitals and Universities where the candidate is recommended by the Board of Governors or Directors of the Institution.

6. The Committee may interview a recommended candidate where a majority of members support a motion to interview a particular recommended candidate.

7. The Committee shall not hear submissions oar representations form anyone not a member of the Committee.

8. Meetings of the Committee shall be open to the public unless the Committee majority vote determines to meet in camera.

9. The Committee shall meet at least once a month every month of the year irrespective of whether the House of Assembly has been prorogued.

10. The Committee shall approve or not approve recommended candidates on the basis of a simple majority.

11. The Committee shall make recommendations with respect to every name submitted by Executive council on the day it appears on the agenda unless a majority of members agree to defer a recommendation to the next meeting.

12. Recommendations of the Committee shall be accepted by the Executive Council and the Minister responsible for the appointment.

The agenda for meetings and a list of recommended candidates and Form "A" will be provided to all members one week in advance.

105-05631/

INTRODUCTION

The Standing Committee on Human Resources, an all-party Committee of the House of Assembly, was struck at the beginning of the First Session of the Fifty-Ninth General Assembly, pursuant to Rule 60 of the *Province of Nova Scotia Rules and Forms of Procedures of the House of Assembly*. The Committee's membership, during the First Session of the General Assembly, was as follows:

Mr. Ron Chisholm, MLA – Chairman
Guysborough – Sheet Harbour

Mr. Brooke Taylor, MLA
Colchester – Musquodoboit Valley

Mr. Cecil O'Donnell, MLA
Shelburne

Mr. Frank Corbett, MLA
Cape Breton Centre

Ms. Maureen MacDonald, MLA
Halifax Needhanm

Ms. Joan Massey, MLA
Dartmouth East

Mr. Russell MacKinnon, MLA
Cape Breton West

Mr. Leo Glavine, MLA
Kings West

Ms. Diana Whalen, MLA
Halifax Clayton Park

PROCEDURES AND OPERATIONS

The Human Resources Committee meets on the last Tuesday of every month to consider appointments to Agencies, Boards and Commissions. The Committee also meets periodically to consider other matters under their mandate. These meetings are held on Tuesday mornings in the Legislative Committees Office. During the Second Session if the Fifty-Ninth General Assembly, the Human Resources Committee has met on the following dates:

October 21, 2003
November 25, 2003
December 16, 2003
January 27, 2004
February 17, 2004
February 24, 2004
March 30, 2004
April 27, 2004
May 4, 2004
May 11, 2004
May 25, 2004
June 29, 2004
July 27, 2004
August 31, 2004
September 16, 2004
September 28, 2004

AGENCIES, BOARDS AND COMMISSIONS

During the first session of the Fifty-Sixth General Assembly (1993), an amendment was made to Rule 60 of the *Province of Nova Scotia Rules and Forms of Procedure of the House of Assembly*. This amendment increased the mandate of the Standing Committee on Human Resources. The Committee has been legislated to review potential appointments to all government Agencies, Boards and Commissions (ABC's).

THE PROCESS

There two ways in which an appointment can be made to an Agency, Board or Commission. They are as follows:

i. **Order in Council**
Order in Council appointments require both the Executive Council (Cabinet) and the Lieutenant Governor's approval.

ii **Ministerial**
These appointments are made by the Minister responsible for the legislation that establishes the Agency, Board or Commission. These appointments then are forwarded to the Executive Council (Cabinet).

The principle distinction between the two types of appointments is that the Ministerial appointments are made by the Minister responsible for the legislation that establishes the ABC. Whereas, Order in Council (OIC) appointments are recommended to the Executive Council by the Minister responsible for the legislation that established the ABC and only upon Executive Council approval are the Orders then signed by the Lieutenant Governor.

The Human Resources Committee has been legislated, since 1993, to look at both forms of appointments. The only appointments that the Committee will not consider are those excluded by Rule 60 (2) (c) (iv) 5.(a-d) of the mandate contained within the *Rules and Forms of Procedure of the House of Assembly*.

Technically, there is no difference between an Agency, Board or Commission insofar as the name is concerned. They are called one or the other depending on how it is referred to in the legislation. It is the legislation that determines the role, mandate, authority and jurisdiction of the ABC, not the name.

NUMBER OF AGENCIES, BOARD AND COMMISSIONS

Currently there are 245 Agencies, Boards and Commissions. There are approximately 1100 people appointed to ABC's at any particular time. In accordance with the objectives of the government to reduce the number of agencies, boards and commissions there has been a significant reduction related to inactive or unnecessary agencies, boards and commissions.

REMUNERATION

There is no set formula for remuneration for the people serving on Agencies, Boards and Commissions. P&P (now called Treasury and Policy Board) determined that it would be up to each individual Department / Minister to review and set the remuneration for the individual boards. Remumeration for a number of Agencies, Boards and Commissions are currently under review.

Remuneration can vary from boards such as the Utility and Review Board which pays $70,000 per annum to boards such as the Regional Health Boards which compensate for expenses only.

BULK ADVERTISEMENT

Once every six months a list of upcoming vacancies for all government Agencies, Boards and Commissions is generated. These vacancies must be advertised through Communications Nova Scotia in the Chronicle Herald, Daily News and the Cape Breton Post as per the Standing Committee on Human Resources' advertising policy (July 23, 1998). The Standing Committee on Human Resources' Clerk organizes the bulk advertisement. Departments can still place ads for individual ABC's when required. The Standing Committee on Human Resources needs to be informed of supplementary ads prior to placement to ensure that the advertising policy is being followed.

All applications from the bulk ad are received by the Executive Council Office then forwarded to the individual departments.

DEPARTMENT SCREENING PANELS

Once the individual applications are forwarded to the Department, the screening panels are consulted. All appointments, even those people being reappointed to a board, must go through the screening panel process. Screening panels are appointed by the individual ministers to screen all applicants to ABC's to ensure that all candidates are chosen in a fair and equitable manner.

The screening panels are to be made up of volunteers from the community. The members of the screening panels need to have technical expertise, they should represent the stakeholders of those particular ABC's which they oversee and there should be some regional representation within the panel where appropriate.

The mandate of the Screening Panels, as established by the Executive Council's Office, is as follows:

> ***Screening Panels***
>
> *Screening panels were established as a matter of discretion. The purpose of screening panels was to establish a mechanism to determine qualified candidates for appointment to ABC's, to assist ministers in the selection of candidates to fill vacancies on ABC's.*
>
> *Screening panel members are selected by ministers on the basis of experience in the area of concern of the department, having regard for expertise, regional representation, gender, racial and other affirmative action considerations. Departmental staff assist the minister in recruiting screening panel members, having regard to the experience in the area of concern of the department, having regard to expertise, regional representation, gender, racial and other affirmative action considerations.*

Once the screening panel has approved a candidate, their application is forwarded to the Minister. The Minister is then able to select candidates from this pool of applications. The signed paperwork is then forwarded to the Clerk of the Executive Council. The applications are sent to the Treasury and Policy Board and the Cabinet prior to being sent to the Standing Committee on Human Resources.

Once Cabinet approval is obtained, those applications that the Human Resources Committee is mandated to approve or not approve are then sent to the Legislative Committees Office and placed on the Standing Committee on Human Resources' agenda.

The material is received no later than the Friday, eleven calendar days, prior to the scheduled Human Resources Committee meeting. The material is copied and distributed to all Committee members on the Tuesday, one week in advance of the meeting, as dictated by the *Province of Nova Scotia Rules and Forms of Procedures of the House of Assembly*.

If subsequent material arrives from the Executive Council Office after the one week deadline has occurred, it can still be distributed to the Committee members, but before it can be considered at the scheduled meeting, a waiver of notice must be signed and given to the Human Resource Committee Clerk. The signing of the waiver must be unanimous. If there is one Committee member who objects to the items being added to the agenda, the items will be tabled and placed on the agenda for the next meeting. The same procedure holds true if for some reason the Human Resources Committee's policies and/or procedures are not adhered to (i.e. ABC not advertised).

If the appointments are **approved**, the material is returned to the Executive Council Office and placed on the order paper for the Lieutenant Governor's signature.

If the appointments are **not approved**, the material is also returned to the Executive Council Office, whereupon it will be returned to the appropriate department with a letter from the Clerk explaining the circumstances surrounding the rejection.

Contained within appendix A is the list of all the Appointments to Agencies, Boards and Commissions that have been approved, not approved, stood or withdrawn from consideration by the Standing Committee on Human Resources from October 21, 2003 up until September 28, 2004.

In accordance with the mandate of the Standing Committee on Human Resources the committee has looked at various topics of concerns related to education and labour. The following summary outlines the various issues and concerns that representatives of these areas brought before the Standing Committee.

NOVA SCOTIA COMMUNITY COLLEGES

January 27, 2004

WITNESSES

Department of Education
Mr. Dennis Cochrane - Deputy Minister

Nova Scotia Community College
Mr. Ray Ivany - President
Mr. Colin MacLean - Director of Organizational Development

INTRODUCTION

The Department of Education

The Community College Act, passed in 1996, transformed the community college from a government department to a board-governed institution. Some of the processes that were put in place as a result of the Community College Act are: the Minister of Education approves new programs of study, the admissions policy, the tuition policy, and the schedule and tables an annual report for the Nova Scotia Community College before the House of Assembly.

The Nova Scotia Community College is required by legislation to provide an operational and organizational review every five years. Finally, the Minister may make payments to the college through appropriations by the Legislature. The operating grant of the Nova Scotia Community College was originally $53 million but this was increased over the years to currently stand at $70 million. Other sources of funding are provided through tuition (13%), public support (60%), fee for service; i.e., customized training and applied research components.

The government has supported the Nova Scotia Community College through a number of other changes including, in 2000, replacing the Nova Scotia Council on Higher Education with the Nova Scotia Advisory Board on Colleges and Universities whose mandate is to give advice to the Minister with regard to colleges, universities and student financial aid.

The Nova Scotia Community College

In 1999, the college established its first strategic plan, with a mission of "building Nova Scotia's economy and quality of life through education and innovation". Back in 1996, NSCC's enrollment was about 6,600 students and the graduate employment rate was at 73%. The first undertaking that the college initiated was a program renewal process to enable development of courses to take advantage of emerging areas in the economy and have programs available to ensure that Nova Scotians will have the skills when these new opportunities open up.

A major move was to introduce two-year diploma programs. Nova Scotia Community College has developed 17 new two-year programs and carried out 65 program suspensions. This has been done in partnership with labour market development data from the Province of Nova Scotia as well as program advisory committees made up of industry and employers in each of the program areas.

MATTERS OF DISCUSSION

Although there were a number of issues discussed throughout the meeting, outlined below are the key issues that were discussed.

Partnership between the Department of Education and the Nova Scotia Community College

— The Department of Education has a strong relationship and a number of partnerships with the Nova Scotia Community College. Many adult learning programs through the Nova Scotia School for Adult Learning are provided by the community college; services for disabled students via rehabilitation services; and many initiatives in the Skills and Learning Branch are also intricately involved with the Nova Scotia Community College to advance the provincial labour market strategy. Levels III and IV of adult literacy are provided throughout the province by the Community College as well as apprentice and training programs.

— There is a good relationship between the Department of Education and the Nova Scotia Community College with significant progress made, but with much left to be done. The growth plan for the community college is a major step forward, not just for the community college but also in meeting the educational needs of Nova Scotians, and providing the ability to meet some of those labour market demands that will be evident in the future years.

Government Investment

— In March 2003, the provincial government made a landmark investment in the Nova Scotia Community College by announcing a $123 million capital program – multi-year plan, to further the vision of creating a national calibre college for Nova Scotians. Of this amount, $38 million is being used for capital renovation in rural areas of the province, $56 million for the current phase of capital development in Metro Halifax, and a $29 million investment for further development in Metro in future years. Operating costs will escalate in 2004-05, as a result of the development initiative. The increase will start at a proposed $1.1 million up to a total of $10. 9 by the year 2009-10.

In making this investment the government recognized the imbalance that exists in the province between seats at the university level and seats at the community college level. The capital initiative, along with its associated operating costs, will add 2,500 seats to the capacity of the community college system.

Employment Goals

— The government views the college as the main vehicle for providing relevant training that meets current and future labour market demands. There is a concern that post-secondary education at the college level be affordable and support the needs of diverse students.

Results of a recent survey showed that of the 4,322 Nova Scotia Community College graduates in 2001, the employment rate of the graduates in their field, was 88 percent with an average wage of $23,044.

Programs and Services

— In 2004, enrollment was up to 8,463, a 21 per cent increase since 1996. There has been a significant change in the way programs are organized in academic schools. NSCC created a school of business, health and human services, applied arts and new media, and trades and technology to focus on the quality of its programming. Employment rates are up since 1996 by 15 to 88 percent and 95 percent of the graduates are still living and working in Nova Scotia.

— NSCC has a business development unit that is specifically charged with making sure that the college has connections with individual industries and the industry sector. They have also initiated the Nova Scotia School for Adult Learning, which is funded jointly with the province and the federal government. There have been challenges in terms of access to the college, particularly for those individuals who have some literacy needs and needs in completing secondary school level credentials. NSCC has increased their capacity significantly in that regard over the past two to three years. At last count there were between 1,300 and 1,400 students studying in the School for Adult Learning.

— The College prep course is the college's primary partnership with the public school system. NSCC has a signed memoranda of understanding with the school boards. The main focus of this program is to have young Nova Scotians see a viable end point in high school for the different occupations in which the College prepares people.

— The applied research area is an important program on the economic development side because the role colleges play in Research and Development is at the commercialization stage. The more practical, hands-on model that characterized the college's academic program also extends to its approaches around applied research. The area that has been most active is their Centre of Geographic Sciences in Lawrencetown, which has had a long internationally known research capacity.

— Disability services is an area where NSCC has had a significant increase in the number of students. Currently, there are approximately 530 disabled students enrolled within the Nova Scotia Community College system.

— The fiscal stewardship of the college is another impressive highlight. The college has had balanced budgets since it came into existence in 1996 and has had unqualified audit statements. NSCC's Board of Governors has a nationally-recognized governance model that has drawn interest from elsewhere in the country.

— Another highlight has been the link with the Regional Development Authority. One of the things that has resulted from NSCC's partnership with the Department of Education has been a greater connectivity with other government departments. Lastly is NSCC's development project. This is a real opportunity for the college since it includes improvements to all of its campuses, with some significant projects underway for Kingstec, Pictou, Truro and the Strait area and the metro campus at the Nova Scotia Hospital property which is still in the design phase.

DOCUMENTATION

No documentation was requested by the Standing Committee on Human Resources, however the Department of Education did provide the committee with the following information:

1. What percentage of university students remain in Nova Scotia after graduation ?

According to a survey by the Maritimes Provinces Higher Education Commission released in 2003, 73% of graduates from 1999 remained in Nova Scotia two years after graduation.

2. What is the level of indebtedness of community college students upon graduation?

A recent survey by the Millennium Scholarship Foundation compared NSCC to 26 national colleges in 2002. A poll of 452 students found that 68% with education-related debt reported a level between $5,000 - $30,000 and a further 3% reported a debt above $30,000. All 26 colleges combined reported that 50% of the polled groups (n=9,834) had no accumulated education-related debt.

Data from Nova Scotia Student Assistance states that the average total debt for a two-year community college program is $11,863. It is important to note that this debt level is for students having had two full years of college study whereas the Millennium Study included students in their 1st, 2nd and 3rd years of study - and 65% had less than one full year of college studies completed, suggesting that these students acquired debt from previous post-secondary studies prior to attending a community college.

References to the meeting can be found on the following website:
http://www.gov.ns.ca/legislature/hansard/comm/hr/hr_2004jan27.htm

WORKERS COMPENSATION BOARD

February 17, 2004

WITNESSES

Workers Compensation Board
Mr. Louis Comeau - Chairman, Board of Directors
Ms. Nancy MacCready-Williams - Vice President, Client Services
Mr. Stuart MacLean - Acting Chief Executive Officer
Mr. Jim Houston - Vice President, Strategic Services
Ms. Shelly Rowan - Acting Vice President, Prevention & Assessment Services
Mr. Leo McKenna - Vice President, Finance and CFO

INTRODUCTION

The Workers Compensation Board needed to develop a new working model for the compensation system, a new culture that involved consultation with stakeholders and a new focus on safety and prevention. WCB was asked to lead a consultation process with stakeholders to develop a strategic plan for the system which includes the OH&S, WAP and WCAT, and to make recommendations on benefit and coverage changes arising from the Dorsey report.

The Dorsey report put forward 41 recommendations for improvements, including $250 million of additional benefits. From the beginning, the board said that the WCB agreed that the Dorsey recommendations, including the benefit enhancements, should be implemented over time.

Since then, WCB and their partner agencies, Workers Compensation Appeals Tribunal (WCAT) Workers Advisers Program (WAP) and Occupational Health and Safety Division (OH&S) have been working with the stakeholders to try to achieve a consensus on the priorities for the system. As heard in their consultations, stakeholders have a different view on what needs to be done.

The Workers Compensation Board completed its strategic plan and made recommendations to the government. Thereafter, the Supreme Court decision on chronic pain was announced. In response to the Supreme Court decision and the Workers Compensation Board recommendations to the Dorsey report, the government introduced Bill No. 20 entitled "An Act to Amend Chapter 10 of the Acts of 1994, The Workers Compensation Act, and Chapter 7 of the Acts of 1996, The Occupational Health and Safety Act". Again, WCB were asked to make recommendations to government on a new approach to chronic pain.

MATTERS OF DISCUSSION

Although there were a number of issues discussed throughout the meeting, outlined below are the key issues that were discussed.

Performance Consultations

Through various public hearings many workers voiced experiences they had with WCB over many years and how they had been mistreated. WCB understands their issues and agrees that sometimes the service provided has not been all that great, but it has taken many positive steps throughout the last few years to focus on these things.

Over the past 10 years, WCB has accepted about 350,000 claims and paid over $1 billion in benefits to workers or health care providers on their (workers) behalf. During that time, WCB's financial situation has also improved. Today, the WCB is 73 per cent funded, compared to 27 per cent in 1994. There has been a lot of progress because the average assessment rate has stayed stable at $2.54 per $100 of payroll during that 10-year period. WCB stated it is hard to maintain the rate and to improve the unfunded liability without affecting in some way new benefits that could be introduced

WCB has made some significant service improvements as well. An important indicator is the result of employers and injured workers satisfaction surveys. The 2003 survey results show that three-quarters of injured workers were satisfied with their overall experience with WCB; that is up from 58 per cent in 1997. Ninety-three per cent of injured workers and 85 per cent of employers said that WCB treat people with respect and deal with them fairly. Eighty-seven per cent of injured workers said that the WCB treats them well and about 70 per cent of employers said that it was affordable.

Over the past year the system has undergone extensive review. Independent reviewers have provided WCB with a good understanding of how the system is operating. The Auditor General was quoted as saying our review of the WCB claims indicates that overall, claims are being processed efficiently and in accordance with the Act The Dorsey committee found that WCB is generally doing a good job, particularly in the areas of classifying, assessing employers and performance measures and accountability. But improvements are needed as well. The Dorsey committee and WCB both recognize that the workers compensation program is . . . overly complex, highly technical, excessively legal, rigidly compartmentalized and poorly coordinated

Workers Compensation Act

The Act sets out a very date-driven benefit scheme that is difficult to understand. The Legislature considered this in 1994 & 1995 when it debated moving to an earnings-loss system. The Select Committee on Workers Compensation and the Dorsey committee also heard similar complaints about date-driven benefits from injured workers. Unfortunately no easy solution to this problem has been identified and WCB will continue to grapple with this situation. WCB has taken steps to make the system less complex in other areas; they have introduced the Assessment Payment Plan and all of their payroll reporting rules are now harmonized with the Canada Revenue Agency.

Bill 20 contains a number of other changes that WCB recommends to further reduce complexity on the assessment side of the business. Eliminating the lengthy inclusion list from the Act and replacing it with a shorter, clearer list of excluded industries so employers can more easily determine whether they are required to have workers compensation or not. Eliminating the three-worker rule and the counting discrepancy between sole proprietors, partners and active directors. The Dorsey report also mentioned that the appeals system is too legalistic; WCB agrees. In partnership with stakeholders and other agencies, WCB has identified a number of initiatives in the strategic plan that they will undertake over the next five years to simplify the system. They have established a joint working group to identify and implement new ways of resolving the claims-related issues earlier and make them less formal.

WCB Strategic Plan

Regarding prevention, stakeholders have identified other key priorities for the system in that the social and economic costs associated with workplace injuries need greater focus in society. The strategic plan reflects the compelling case made by workers, employers and safety representatives for the creation of a system-wide prevention program.

In 2004, WCB's total budget was $260 million of which they intend to spend $3.6 million on changing the safety culture in this province and put in place specific programs to help reduce workplace injuries. WCB will also undertake to initiate a social marketing campaign to raise safety awareness, investigate proactive rate incentives to promote positive safety behaviours, investigate disincentives for employers, including auditing programs, build a program to allow employers to access information, including accident information on-line and look at developing a core safety training curriculum that includes education for young workers.

Recommendations from WCB's Building the Future report include:

Increasing the indexing of benefits to 55 percent. The Dorsey report recommends a much higher percentage; however, WCB intends to reach that level on a gradual basis as they develop and make more funds available.

Increasing the maximum assessable/insurable earnings, and repeal the three-worker rule. Prior to all of this, WCB had made recommendations to enhance, by $20 million, the supplementary benefits program for employees, principally, workers injured prior to 1990.

The Supreme Court of Canada's chronic pain decision was rendered shortly after WCB made their recommendations. Some stakeholders expressed the view that the Dorsey report should be reconsidered in light of the financial implications of chronic pain. What WCB put together is basically revenue neutral. It does not think that it should put those issues aside, but does think all of these things have to go forward in some way or another.

Regarding governance, the Workers Compensation Board of Directors is responsible for the governance of the Board. It oversees the delivery of programs, develops policies in accordance with the Act and develops legislative proposals for government to consider. It also has a Chief Executive Officer who is responsible for overseeing the management of the operations. The Board of Directors will focus on governance issues and not management of WCB. Currently, WCB has a stakeholder board made up of employers, labour and public-at-large representatives. The board has finalized a governance manual and also set up an Occupational Health and Safety Advisory Council to advise on prevention policies and programs.

Chronic Pain

In October 2003 the Supreme Court of Canada found that Section 10B of the Workers Compensation Act and the Functional Restoration Program regulations are unconstitutional. The question before the court was whether injured workers should be considered for long-term compensation for chronic pain. The court provided two key messages; first, injured workers with chronic pain must have access, the same access, to the workers compensation system as other injured workers; second an individual assessment should be conducted to determine the appropriate benefits and services each worker should receive, and to determine their eligibility for long-term compensation.

In mid-October, the government tabled Bill 20 "An Act to Amend Chapter 10 of the Acts of 1994, The Workers Compensation Act, and Chapter 7 of the Acts of 1996, The Occupational Health and Safety Act" in response to the Supreme Court decision as well as in response to the Dorsey report. The Minister of Environment and Labour asked the Board of Directors at WCB to make a recommendation for a new framework for compensation in relation to chronic pain for the government consideration.

Throughout the public consultation process, stakeholders were asked what are the alternatives for this high-level framework for chronic pain; do they prefer a legislative framework, a regulatory framework, a policy framework or some combination of all three? They were asked for their opinion on the options that were presented in the discussion paper (WCB) for an assessment tool for chronic pain and whether there was a particular option that they could not possibly support and why they felt that? Stakeholders were also asked if there were any options for responding to the Supreme Court of Canada decision that WCB has not thought of, and if so, could they describe those?

"Throughout the extensive consultation process, WCB received very insightful information on stakeholders views on the chronic pain issue. Generally there is a sense that Section 10B and the Functional Restoration Program regulations should be repealed and struck down as discriminatory. Stakeholders agreed that there likely should be a high-level framework for compensation for chronic pain reflected in the legislation. There was some division of opinion about whether the specific program rules should be captured in regulation or in policies by the Board of Directors."

All stakeholders agreed that the cost of the benefit program for chronic pain should not be the primary factor in determining what is the most appropriate approach for moving forward. Some employers expressed concern about the cost of providing chronic pain benefits and the impact that a significant rate increase could have on the economy of Nova Scotia. Injured workers groups said they preferred the Marked Life Disruption Assessment tool. Some employers felt ill-equipped to provide a comment on the appropriate tool to use and they felt the question was better answered by the Workers Compensation Board and the medical community.

In terms of the cost of moving forward, the Worker Compensation Board has limited experience on which to base it estimates for the cost of providing long-term benefits for chronic pain. In consultation with an independent actuary, the Workers Compensation Board estimates that providing chronic pain benefits will result in a $220 million to $350 million increase to their benefits liability as well as an approximate $11 million increase in annual claim costs. The Workers Compensation Board intends to consider the question of funding chronic pain benefits over time as actual costs become known.

WCB has also researched how other Canadian jurisdictions compensate for chronic pain and has sought advice from an internationally recognized chronic pain expert. The Board of Directors is finalizing its recommendation and it should be ready to go to government shortly.

In implementing long term compensation for chronic pain, these injured workers must have access to WCB claims as do other injured workers. The board has considered that 10E cases are high risk cases and will be considered for chronic pain compensation. It was not considered by the Supreme Court of Canada, because an injured worker with an injury date between 1990 and 1996 was not the subject of an appeal. The Supreme Court did not consider the constitutionality of 10E, but WCB has looked at the decision and believes that these workers are at risk. The funding estimates given presume that workers injured in the window period, including the Section 10E population and those who did not satisfy the criteria of 10E would be considered for chronic pain. WCB has not made any decision on chronic pain since the Supreme Court decision, but will be doing so once the new legislation is in place.

Section 10E has provided a permanent 50 per cent earnings loss to certain injured workers who satisfied the criteria set out in the legislation. It was retroactive for a period between 1990 and 1996. As of that date, the Functional Restoration Program (FRP) regulations put in place by the government in 1996 continued to be law and required the board to terminate benefits four weeks post-diagnosis of chronic pain. If the decision that chronic pain is compensable goes forward, it is going to cost an estimated additional $11 million in extra claim costs, in addition to the $200 to $350 million on the benefits liability because this money is retroactive to 1985 which is the effective date of Section 15 of the charter and retroactively adjudicating chronic pain compensation.

Three Worker Rule

Elimination of the three-worker rule would ensure that all workers in industries where workers compensation coverage is mandatory would be covered in case of a workplace accident. However, implementing universality would mean protection for workers who are employed in businesses or industries not currently required to provide workers compensation coverage.

Conflicting Medical Evidence

Adjudication of a workers compensation claim is not easy. There is often conflicting evidence. The employers are entitled to send an injured worker to a doctor of their choosing. An injured worker will seek medical advice from their own family physicians and/or perhaps medical specialists.

An adjudicator or case manager job is challenging because of this conflicting evidence and competing opinions on the same issue. It is the caseworker's duty to consider all of the evidence in its entirety and make a determination in accordance with policies and legislation. There is a process in place, an appeal system, to help adjudicate the caseworkers' decision when opposed by the injured worker(s).

Poll Survey

Of the 1,508 injured workers who have received service from WCB in 2003, the survey showed that 87 per cent felt they were treated fairly. Generally, 84 or 85 per cent of injured workers are back to work in less than one month. Approximately 7 to 8 per cent are back to work within a three to four month period. About 4 per cent of the total injured worker population, who are unable to return to work as a result of serious work-related injuries, go on to be serviced by the Extended Benefits Unit.

DOCUMENTATION

The following documentation was requested by the Standing Committee on Human Resources, and furnished by the Workers Compensation Board.

3. The 2003 Employers Survey.

4. The 2003 Injured Worker Survey.

References to the meeting can be found on the following website:
http://www.gov.ns.ca/legislature/hansard/comm/hr/hr_2004feb17.htm

PUBLIC SERVICE COMMISSION

April 27, 2004

WITNESSES

Public Service Commission
Mr. Richard Nurse - Commissioner
Ms. Patti Pike - Executive Director, Strategic HR Management
Mr. Gordon Adams - Executive Director, Planning and Coordination
Ms. Katharine Cox-Brown - Director, Evaluation and Audit
Ms. Heather Chandler - Diversity Consultant
Ms. Cheryl Burgess - Director, HR Innovation and Growth
Ms. Jane Allt - Director , HR Support Services

INTRODUCTION

The vision of the Public Service Commission is to provide leadership and excellence in human resource management. The Public Service Commission was created in June 2001 through an amendment to the appropriate legislation. The Commission has the responsibility for development of overall human resource policies, programs and procedures; setting standards and also being aware of the practices that are used within the Civil Service; consultation, advice and assistance to departments in coordination with their human resource or personnel activities; manpower and succession planning; staff development and training, continuous learning; classification and benefits; recruitment and advising on collective bargaining for various groups, as well as workplace safety and wellness.

PSC's plan for 2004 is to deliver on the promise of restructuring. With this in mind, PSC has developed four goals to achieve: focus on service excellence, focus on developing a dynamic, sustainable and committed Public Service, promote a supportive, safe and healthy workplace and ensuring that practices, policies and procedures are applied consistently.

MATTERS OF DISCUSSION

Although there were a number of issues discussed throughout the meeting, outlined below are the key issues that were discussed.

Human Resource Categories

Age

From an age distribution point of view, the Nova Scotia Civil Service (made up of approximately 7,200 people) comprised of three age groups. In the under-30 age group there are many more people in the Nova Scotia workforce than there are in the Nova Scotia Civil Service. The government has a large number of people in the over-40 work group that make up about 73 per cent; then there is the over-60 work group in which there is a significant drop in personnel.

Some contributing factors that support the shape of the age profile shows that in the 1990s there were job freezes and efforts to reduce the size of the workforce with early retirement and other initiatives.

Age and Gender

From a gender point of view, women in the workforce make up 57.9 per cent, while men make up 42.1 per cent. The difference in the Nova Scotia Civil Service compared to the general population of the workforce is that in the general workforce the ratio is closer. The significant group of women and men moving through the 40 to 49 age population in the Civil Service is 42.1 percent in that age group compared to 20.7 per cent for the general workforce.

Challenges

One of the key challenges facing the Civil Service in the next four to five years are the number of Civil Service members who are, and will be retirement-eligible. The pattern of retirement in the last couple of years has been 137 at the end of 2002 and 176 at the end of 2003-04. Projections are that there will be about 250 - 300 retiring at the end of 2004-05. A total eligible over that time frame is more than 2,000 people and taking into account that retirement is less than 50 per cent of the reason that people leave the workforce, that number could, potentially double.

Diversity

PSC policy objective is to ensure that the Nova Scotia Civil Service is reflective of the community. They have created policy, education programs, reduced barriers and encouraged equity and diversity in the workplace, however the progress has been slow and there is much more work to be done.

The four designated groups are: Aboriginals, Black Nova Scotians, racially visible and disabled; statistics are based on a self-identifying process. The statistics for Black Nova Scotians is shown to be reflective of that population. The PSC diversity policy anticipates that government be reflective of the population across and throughout the organization, therefore there needs to be additional analysis. It is recognized that this group may be underemployed in the Civil Service; therefore, there is the need to understand where that group is scattered through the various levels. For the other three groups it is understood that statistically they (PSC) are approximately halfway to being reflective of the community.

Of the affirmative action plan required by each agency, board, commission and/or department, no formal reporting has been done. The government has had some form of an affirmative action policy since 1975. However, since 2001 some departments have implemented education and training programs. Currently, diversity management and self-identifying surveys have been or will be implemented.

Succession Management

Nine per cent of the workforce represent designated groups, but there is still more work to be done. There is a diversity management program which includes employee systems review where departments look at the potential for systemic bias and lower those barriers to make the workplace more welcoming and supportive.

Human Resource Strategy - Preferred Employer

The Career Starts Program is made up of four components: Cooperative Employment Program, Summer Diversity Program, Female Mentorship Program and a Post Secondary Internship Program. The Co-op Employment Program, Summer Diversity and Female Mentorship offer summer employment programs for 10 to 12 students with an interest in public service. The Post Secondary Internship offers a one-year work experience. In the past five years, the government has had 68 graduates from that program, 25 of whom are still employed in the provincial government. That is 34 per cent on a permanent, casual or term basis.

Career Connect Initiative is a program in which PSC trains and prepares lead public servants with an interest in speaking to the public and to students about the Public Service. The Executive Recruitment Capability initiative is one in which PSC will be directly involved in many future senior staff searches and in the coordination of an in-bringing of consistency and some expertise to that activity. Finally there is the Planning for Progress initiative where departmental staff build relationships with post-secondary institutions, create bursary programs and give lectures to students in their fields of education.

Reward and Recognition

An example of this is within the Department of Community Services which just launched a pilot project in recognition of good performance.

Learning

Leadership Development and Calendar Training Program

The Public Service Commission offers four different leadership development initiatives, they also offer after needs analysis and reflection programs and change management in administrative support and computer training. In addition they offer a mandatory course in diversity management. About 7,500 employees have taken the diversity program since 1997 and of that group 1,000 have actually gone through the program since 2002. PSC also has a Performance Management Program that seeks to link departmental goals and the individual efforts of personnel throughout the Public Service. For example, at Tourism, Culture and Heritage, there is a specific HR strategy in which there is a concerted effort to reassign funding to HR strategies and to provide dedicated funding to the development of staff within that department.

Leadership Continuity

In recent years 75 staff have acquired their Masters in Public Administration through this initiative. Nine employees are receiving development assessments in a very structured program and currently 30 managers signed up for a federally supported initiative to learn competencies and to be prepared for future jobs in the Public Service.

Workplace Wellness

PSC reported a review of its own efforts in the area of occupational health and safety and agreed to take action on the 19 recommendations which were done in 2003 and will continue to be done in 2004.

PSC has introduced an Occupational Health and Safety Audit Program to encourage departments to comply with the legislation. They are taking steps to move their focus from safety to the broader theme of wellness in the workplace. There is also an Employee Assistance Program, of which in the past year about 850 employees have taken advantage and in which over the past five years, there has been a small growth in the amount of people utilizing the program.

Worklife

PSC is in the process of completing the analysis stage of an employee survey to which 53 per cent of government employees responded. This will be a baseline that will inform PSC planning and form activities in the future.

Advertising

People from various backgrounds, African-Nova Scotians, people with disabilities, and so on, are not applying to publicly advertised agency, board or commission vacancies. The government, in the recent past, reviewed its approach to appointments to ABCs. This review showed that the current model is the best practice in the country.

However, there needs to be a way of reaching out to the designated groups more directly. PSC will be encouraging initiatives that will bring the message more directly to those diverse groups beyond the ads. It is not just getting the applications on file, it is reaching out to those persons and making applying easier; getting the message out of the availability of those volunteer opportunities and service. The ads in the papers are not enough for isolated marginalized communities. It has to be taken out to the community via public forums and other means.

DOCUMENTATION

The following documentation was requested by the Standing Committee on Human Resources, but had not yet been furnished by the Public Service Commission of Nova Scotia.

5. The number of persons employed in management positions in the civil service and the percentage of female vs male with a breakdown of managerial positions relating to female vs male within each provincial department.

6. Pay scale of the public service as compared with the private sector.

7. A numerical breakdown from 1999 to 2004 of the career starts programs of university graduates.

8. Statistical information regarding affirmative action policies of other Canadian jurisdictions.

9. The number of employees who work on contract, short term or part time for the government with a breakdown of those employees by age and gender.

10. Historical data depicting the absenteeism rates within government.

11. A copy of the costing for the Human Resources Employee Survey.

References to the meeting can be found on the following website:
http://www.gov.ns.ca/legislature/hansard/comm/hr/hr_2004apr27.htm

HALIFAX REGIONAL SCHOOL BOARD

May 4, 2004

WITNESSES

Halifax Regional School Board
Ms. Carolyn McFarlane - Chairman
Ms. Carole Olsen - Superintendent
Mr. Richard Morris - Executive Director, Finance
Ms. Bernadette Hamilton - Vice Chairman
Mr. Don Buck - Senior Staff Advisor

INTRODUCTION

The Halifax Regional School Board (HRSB) is pleased that the Department of Education has undertaken to review the funding formula for school boards. They believe this review is long overdue and are confident the outcome will be an open, transparent and equitable funding formula that is understandable to everyone.

The school board understands that equity does not necessarily mean equal because all schools and all school boards are not the same, there are differences among boards right across the province that need to be recognized in a clearly defined manner. Equity means that each child in Nova Scotia is provided with an equal opportunity to achieve the learning outcomes of the public school program. Providing an equal opportunity can require different levels of resources for each child.

There must be a clear link between the resources required to provide the public school program and the manner in which the Department of Education provides funding to school boards for this purpose.

The Halifax Regional School Board has put in place a business plan. The board has adopted six goals within its business plan, of which one of the first is to improve student achievement.

As part of their accountability measures and support to schools for improving student achievement and to provide baseline data for improving student achievement, the Board undertook a survey of every parent, teacher and student within the school system to find out where they needed to improve.

They have undertaken a detailed description of their communities using Statistics Canada data and given that information back to the schools. HRSB has a planning for improvement exercise in place that will help the schools and the teachers use that data to improve student achievement.

MATTERS OF DISCUSSION

Although there were a number of issues discussed throughout the meeting, outlined below are the key issues that were discussed.

Funding

Government funding to create and maintain a quality public education system is vital to meeting the needs of diverse school communities in achieving these policy outcomes. The provincial government will be providing over $753.5 million in grants to school boards in 2004-05. These funds will be distributed provincially in a fair, open and accountable manner. Quite a few years ago, the government adopted a set of principles for public education funding in this province. These key principles are equity, accountability and adequacy.

Of the resources that all students need within this province for education, it is the people who make a quality education system. There are also other factors within education communities that must be considered when assessing resources; although these factors will vary across the boards throughout the province. For example: small, rural schools require additional resources to provide the same opportunities as large schools; and extensive resources and supports are required for high needs special education students. Some boards have more students in this category than others and each board does not have the same number of students requiring ESL support, as well as students living in poverty or inner-city environments. For special needs children the resources are spread more widely to accommodate all of these children.

Each school board has unique characteristics and students populations that require different levels of resources to provide that equal educational opportunity. The challenge is to address each of these factors in a funding formula so that the distribution of provincial funding is open, transparent and accountable. The per-student funding to each board will be different, but equitable.

Essential Programs Resources

There is no clear link between the resources necessary for school boards to provide the public school program and the manner in which the Department of Education provides funding to the school boards for this purpose. In terms of an accountability framework, the department should be able to have a funding formula that is open, transparent and accountable with respect to how the funding is built up for the boards. Then in terms of the shared responsibility, school boards need to be able to reflect back to the Legislature, to the department and to the public how they are allocating those dollars that are provided in the same manner.

Funding Formulas

Many other provinces have detailed funding models that link the resources necessary for school boards to provide mandated programs to the funding formulas that distribute the funding to the boards. For example: the Manitoba funding document clearly outlines the funding provided under the resource categories; many other provinces are similar to Manitoba and these funding formula arrangements allow equity and adequacy to be assessed in an accountability framework.

In Nova Scotia, for the past five years, the majority of the funding has been distributed in a category called baseline funding which is a block amount of money that accounts for 72.7 per cent of all the money that is distributed to school boards. The other main category is called formula funding and is based on formulas that were developed in 1999 and that are based on several categories and student enrollments.

Of the 56,000 students who attend school each day, the Halifax Regional School Board transports about 22,000 students to and from school on 220 buses and 1,000 receive free metro bus passes to attend. These are students who qualify under the Education Act for transportation. Student enrollment is declining at a rate of one percent, while cost drivers (maintenance, transportation, etc.) are increasing at a rate of 3.5 per cent.

There is no formula that recognizes and/or funds this basic requirement of the education system. The absence of clear links between the resource requirements and the manner in which the funding is provided means that questions about equity, accountability and adequacy are unanswerable.

In summary, the Halifax Regional School Board is delighted the Province of Nova Scotia has announced the review of the funding formula and believe that the Province of Nova Scotia needs to review the current funding arrangements with a view to developing and implementing a formula that addresses equity, adequacy and accountability. They also believe an open, transparent, equitable formula will meet the educational needs of all students and provide assurance to the Legislature that the funds it provides are spent equitably.

They are also pleased that the former Deputy Minister of Finance, Mr. Bill Hogg, has been engaged to lead a formula review process for the province and have confidence that Mr. Hogg will be successful in addressing the issues of the education funding formula and they look forward to working with Mr. Hogg as he undertakes this essential task. HRSB also hopes that during the review, Mr. Hogg will have the opportunity to speak with various partners in education, as well as parents and students from across the province to get their input.

The HRSB is funded $20.8 million in supplementary funding from HRM. The current budget, which will not be made available until the end of May 2004, may be cut by 10 percent. If this funding is cut the school board will be faced with having to make cuts to programs, classroom teachers, library services, etc.

The province has allotted $1 million to the seven provincial school boards for maintenance. Of that amount, HRSB receives $380,000. The current supplementary funding from the Halifax Regional Municipality does help support the $22 million worth of programs across HRM.

DOCUMENTATION

The following documentation was requested by the Standing Committee on Human Resources, and furnished by the Halifax Regional School Board.

12. A copy of the Halifax Regional School Board Business Plans for the General Fund and for the Supplementary Fund for 2004-2005.

13. Report 03-09-655 Follow-up Status Report - Auditor General Report - 2001.

14. Information on the per square foot area for students required by Fire Marshal Regulations.

15. Information on the Breakfast Program.

16. A copy of the Halifax Regional School Board Policy F001 - Use of Board Facilities.

17. An analysis of the costs for making Halifax Regional School Board schools available for community use.

18. A copy of the Special Education Report.

19. Information on Safe School initiatives relating to violence and drugs taken from the Superintendent Annual Report for 2003-2004.

20. A comparison of per pupil funding in Nova Scotia and in other parts of Canada.

References to the meeting can be found on the following website.
http://www.gov.ns.ca/legislature/hansard/comm/hr/hr_2004may04.htm

NOVA SCOTIA SCHOOL BOARD ASSOCIATION

May 11, 2004

WITNESSES

Nova Scotia School Board Association
Ms. Mary Jess MacDonald - President
Mr. Frank Barteaux - Executive Director
Ms. Sharon Findlay-MacPhee - Communications Manager

INTRODUCTION

The Nova Scotia School Board Association (NSSBA) is a non-profit organization dedicated to quality in public education. Their mission is to promote excellence in public education for students by providing services to their member school boards.

The association represents Nova Scotia's eight school boards, which serve approximately 152,000 students, and is funded by its member boards. The Association promotes its goals through advocacy, partnerships, board member educational opportunities and centrally coordinated cost-saving programs such as employee pension plan, the employee benefits plan and bulk purchasing. The member school boards have a voice in deciding how the association will represent their views to the public, various levels of government, education partners and other groups.

NSSBA role in improving educational standards is that it has implemented a business plan in this regard and is working at the school level with advisory councils doing on-going assessments within the classroom and provincial level.

MATTERS OF DISCUSSION

Although there were a number of issues discussed throughout the meeting, outlined below are the key issues that were discussed.

Funding

Education funding is a critical issue for school boards; a province that provides a quality education to its young people has a far better chance of experiencing future economic prosperity. The Association is strongly aware that the issue of education funding is also a high priority to Nova Scotians.

In January 2004, the NSSBA released an education position paper based on feedback received across the province at a series of community forums. The public and the education partners said that public education funding was not adequate. To summarize conclusion no. 1 of the position paper: to ensure quality education, funding must be increased based on programs and services delivery. This model must ensure equity throughout the province.

The NSSBA is pleased the government has recognized the importance of reviewing the funding formula. They also state that in doing a review it is important to look at what is currently in place to see what works and what does not.

The current level of funding in education for the province shows that with the decline in enrollment, which in the present formula is linked somewhat to the funding, there are major challenges that present themselves. A review of the funding is going to be very helpful in determining what would be adequacy for funding.

There is a strong opinion from the member boards with respect to the current formula and the kinds of weaknesses with the current distribution of the funding. It is hoped that with a new experience and a new opportunity to come up with a detailed formula that will spell out exactly what the needs are for Nova Scotian schools, then the adequacy issue can be addressed.

Concerns and Challenges

Some issues that will be identified by NSSBA will be more of a concern to some areas of the province than others, however these diverse factors will provide a sense of why the current formula needs reviewing.

First is declining enrollment. With the decrease in births over the past several decades and the resulting decline in school enrollment, the current formula is severely disadvantaging some school boards.

Second is special needs students. School boards, as well as a recent government committee, have recognized that in order to meet the needs of all special needs students, including gifted students, an increase in funding to cover those programs needs to be a high priority. School boards have different number of students in these categories and increasingly do not have the resources to offer programs to meet the needs of these students.

Third is geography. School closures and bussing issues are all interrelated and become cost pressures to school boards. Closely tied to this is the issue of rural schools. It is very challenging for rural schools to offer the same educational opportunities that students have access to in larger urban schools. Then there is the issue of inner-city schools and the unique challenges to offering education in these urban areas.

Other concerns by the NSSBA is that school boards are increasingly challenged by negotiated salary increases for both teaching and non-teaching staff. Other cost pressures are that school board budgets are stretched to cover escalating energy and fuel costs and increasing technology costs, among others.

Suggestions

The NSSBA hopes that any funding system will address the issues that have just been mentioned and recognizes these diverse factors and reflect the following principles:

Equity. To ensure that the formula is not only fixed, but that it is the right formula to provide equitable education funding. The formula must ensure that every student in Nova Scotia has equal access to educational opportunities and programs. Some areas or boards may need more funding because of special characteristics, in order to provide the same programs that are offered in other parts of the province.

Transparency. The distribution of the provincial funding must be open, transparent and accountable. It also needs to be readily understood by all partners, including the public.

Programs and services. All boards need to have adequate funding to provide the provincial curriculum.

The NSSBA would like to commend the province for initiating this review of the funding formula, and are very pleased that Mr. Hogg has been engaged to lead the review process. It is hoped that Mr. Hogg will have the opportunity to consult with a wide cross-section of education partners, especially students, and parents and suggest that he meet with all school boards as well as look at how other provinces fund public education.

DOCUMENTATION

The following documentation was requested by the Standing Committee on Human Resources, and furnished by the Nova Scotia School Board Association.

21. Education Position Paper 2003 - Lead & Achieve Public Consultation Report for Nova Scotia School Boards.

22. Act of Corporation and By-Laws of Nova Scotia School Board Association in relation to requested Terms of Reference and Mandate of the association.

23. Correspondence addressing various request by the Standing Committee
    * costs analysis from individual school boards regarding community use of schools;
    * insurance costs increases for schools over the past year;
    * the number and percentages of gifted students presently within each regional school board.

References to the meeting can be found on the following website.
http://www.gov.ns.ca/legislature/hansard/comm/hr/hr_2004may11.htm

NOTICES

Notices of committee meetings are sent to all members of the Committee, caucus offices, Legislative staff and the House of Assembly Press Gallery and are posted in Province House.

VERBATIM TRANSCRIPTS

Transcripts of these Committee meetings are available from the Legislative Committees Office or on the Committee's web-site at the following address:

http://www.gov.ns.ca/legislature/COMMITTEES/index.html

RESEARCH MATERIAL

All research for the Human Resources Committee is compiled by the committee clerk and researcher and distributed to committee members one week prior to meetings.

ANNUAL REPORTS

All reports from the Human Resources Committee are compiled and written by the committee clerk. Once the Chairman has approved the initial draft, it is then sent to the individual Committee members for consideration. The draft review complete, the final report is prepared and tabled with either the Speaker or the Clerk of the House.

Distribution of the report is as follows: to the Speaker, all members of the Legislature, all witnesses who appeared before the Committee, the Legislative Library, Libraries in Nova Scotia and in all other provinces and territories, all Canadian Human Resources Committees and the media. This report is also available to the general public upon request through the Legislative Committees Office and on the Legislature's website at the following address:
www.gov.ns.ca/legislature/committees/index.html

ACKNOWLEDGMENTS

The Committee wishes to extend its gratitude to witnesses for their time and cooperation; The Staff and Representatives of The Department of Education, Nova Scotia Community College, Workers Compensation Board, Public Service Commission of Nova Scotia, The Halifax Regional School Board, the Nova Scotia School Board Association, Ms. Allison Scott, QC, Secretary of the Executive Council and the Staff of the Executive Council's Office. Special thanks goes to: Mr. Robert Kinsman, Manager of Hansard, and Hansard staff; Mr. Jim MacInnis, Co-ordinator Legislative Television and Broadcast Services and Staff, the Legislative Library and Staff and to Mr. Mike Laffin and House of Assembly Operations Staff.

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STATEMENT OF SUBMISSION

All of which is respectfully submitted to the House of Assembly
this 14th day of December, 2004.

Mr. Ron Chisholm, MLA
Chairman
(Guysborough - Sheet Harbour)

Mr. Brooke Taylor, MLA
(Colchester - Musquodoboit Valley)

Ms. Joan Massey, MLA
(Dartmouth East)

Mr. Cecil O'Donnell, MLA
(Shelburne)

Mr. Russell MacKinnon, MLA
(Cape Breton West)

Mr. Frank Corbett, MLA
(Cape Breton Centre)

Mr. Leo Glavine, MLA
(Kings West)

Ms. Maureen MacDonald, MLA
(Halifax Needham)

Ms. Diana Whalen, MLA
(Halifax Clayton Park)

APPENDICES

A) Listing of ABC appointments for the year 2003 – 2004

B) Workers Compensation Board –
2003 Employers Survey
2003 Injured Workers Survey

C) Public Service Commission -
Requested documentation regarding employment statistics within the Nova Scotia Government

D) Halifax Regional School Board –
HRSB Business Plans;
Status report follow-up from the Auditor General's 2001 report;
Square Footage regulations per student as required by the Fire Marshal's Office;
Breakfast Program;
HRSB Policy on use of board facilities;
Analysis of cost in making HRSB schools available for community use:
Special Education Report;
Safe School Initiative – excerpt from the Superintendent's annual report 2003-04;
Comparison of funding per pupil in Nova Scotia and other provinces.

E) Nova Scotia School Board Association –
Education Position Paper 2003;
Act of Corporation & By-Laws of the NSSBA;
Cost analysis of individual school boards regarding community use of schools;
Response to insurance costs;
Response to the statistics on gifted students.